

DECEMBER 17, 2018

**BI-MONTHLY MEETING OF THE MAYOR AND COUNCIL OF THE TOWNSHIP OF BERLIN, CAMDEN COUNTY, NEW JERSEY AT BERLIN TOWNSHIP MUNICIPAL HALL December 17, 2018 AT 5:30 P.M.**

Mayor Magazzu opened the meeting and stated that pursuant to the requirements of the Open Public Meetings Law, notice of this meeting was advertised in the Courier Post, Record Breeze and posted on the bulletin board.

All in attendance joined in the Salute to the Flag.

**ROLL CALL**

**Present-** Mayor Magazzu, Councilman McIntosh, Council President Morris, Councilwoman Bodanza.

**Also Present-** Solicitor, Stuart Platt, CFO, Joyce Tinnes, Township Engineer / Public Works Director, Chuck Riebel, Chief of Police Leonard Check.

**Absent-** Councilman Epifanio, Animal Control/ Property Maintenance, Josh Shellenberger

**Department Report**

**ENGINEER/PUBLIC WORKS**

**A. CHANGE ORDERS AND VOUCHERS**

None at this time

**B. ORDINANCES AND RESOLUTIONS**

**1. MONTEBELLO AGE-RESTRICTED RESIDENTIAL DEVELOPMENT – REQUEST TO RELEASE PERFORMANCE BONDS AND CONSIDERATION FOR POSTING PERFORMANCE BONDS FOR REPLACEMENT OF CERTAIN CONCRETE IMPROVEMENTS**

It is my understanding that the developer's request for the release the performance bond for various section and the posting of separate performance bonds for the concrete improvements has been determined to be unacceptable and will not be considered by the Governing Body. If the formal request for this proposal had been submitted to the Governing Body, I recommend that the Governing Body pass a resolution to take formal action, regarding the request by the developer.

**DECEMBER 17, 2018**

**2. TRAFFIC SIGNAL MAINTENANCE AND REPAIR PROGRAM FOR 2019**

I recommend that the Governing Body consider passing a resolution to authorize the request and opening of quotes for this program.

**3. TRAFFIC SIGNAL MAINTENANCE AND REPAIR PROGRAM FOR 2018**

I recommend that the Governing Body pass a resolution to adjust the contract with Techna-Pro Electric, LLC, by reducing the contract by \$4,462.50 to delete Item No. 1 as the contractor did not perform the work.

**4. SUPPLY AND DELIVERY OF ROADWAY CONSTRUCTION MATERIALS FOR 2019**

I recommend that the Governing Body consider passing a resolution to authorize the advertisement and open bids for various construction materials, which are anticipated for performed by the Public Works staff for various improvements throughout the Township in 2019.

**C. ENGINEERING**

**1. IMPROVEMENTS TO HAZEL AVENUE, CHESTNUT AVENUE TO CUSHMAN AVENUE (PARTIAL N.J.D.O.T. FY2015 MUNICIPAL AID FUNDING)**

Last month, the Governing Body passed a Resolution No. 2018-212, approving Change Order No. 2-Final and Resolution No. 2018-213 approving final payment, conditional upon the approval of the project by the N.J.D.O.T. and the posting of the necessary maintenance bond. I have, also, requested that the N.J.D.O.T. Local Aid Office consider waiving the requirement for the testing for the hot mix asphalt pavement courses due to the small scale of the project. I have not received any response for the N.J.D.O.T., regarding this request.

**2. BASKETBALL COURT SURFACE IMPROVEMENTS AT SRUCE AVENUE RECREATION COMPLEX (PARTIAL CAMDEN COUNTY RECREATION ENHANCEMENT FUNDING)**

Last month, the Governing Body passed Resolution No. 2018-209, approving Change Order No. 2 Final, and Resolution No. 2018-210, approving final payment conditional upon the posting of the necessary maintenance bond, prior to the release of the final payment. Once final payment is made and recorded, I request that Ms. Tinnes submit the necessary documentation to Camden County to close out the project with the County.

**3. IMPROVEMENTS TO CLARENCE AVENUE, HADDON AVENUE TO VETERAN'S AVENUE (N.J.D.O.T. FY2018 FUNDING) - \$210,000.00**

The N.J.D.O.T. has allotted \$210,000 for this project. I have revised the estimate for the project to reflect the anticipated costs for 2019, which is \$275,626.00. Therefore, I recommend that the Governing Body consider allocating the shortfall in funding, in the amount of \$65,626.00. I expect to receive bids in early 2019, which should result in receiving the most competitive bids as the contractors are creating their workload for the upcoming construction season.

**4. N.J.D.O.T. FY2019 MUNICIPAL AID APPLICATIONS**

The applications have been submitted for the following projects:

- a. Priority No. 1- Improvements to Taunton Avenue- NJSH Route 73 to Cooper Road  
(reconstruction of localized pavement, creation of bike lanes along both sides of the road, construction of curb and sidewalk, where missing, along the north side of the road, handicap ramps and crosswalks at the intersection of Clover

## DECEMBER 17, 2018

Avenue, milling and resurfacing the roadway and line striping).

Estimated Construction Cost- \$1,194,979

Requesting Funding Amount- \$1,289,000

- b. Priority No. 2- Improvements to Spruce Avenue- Chestnut Avenue to Cushman Avenue (reconstruction of localized pavement areas, construction of handicap ramps and crosswalks at Chestnut Avenue, construction of a 20 feet wide street between Division Street and Cushman Avenue with a handicap parking space and paved access way to the park, milling and resurfacing of the pavement between Chestnut Avenue and Division Street, line striping and signage).  
Estimated Construction Cost- \$162,925  
Requested Funding Amount- \$186,500

The N.J.D.O.T Local Aid Office expects the announcement of the selected projects to be made the week of January 21, 2019.

### **5. GEOGRAPHIC INFORMATION SYSTEM (G.I.S.)**

The Rowan University student has completed his service for his college project. I am hopeful that the Governing Body will consider appropriating the necessary funding in 2019 to allow for the completion of the GIS for the Township.

### **6. CAMDEN COUNTY OPEN SPACE AND RECREATION ENHANCEMENT GRANT PROGRAM**

a. **ROUND 12, IMPROVEMENTS TO THE BASKETBALL COURT SURFACE AT SPRUCE AVENUE RECREATION COMPLEX**

As previously mentioned, the contractor has completed the construction and we expect the project to be closed out, in the immediate future. Once closed out, Ms. Tinnes will be submitting the necessary documentation to the County Agency.

b. **ROUNDS 15 AND 16, IMPROVEMENTS TO THE LARGE HOCKEY RINK AND PLAYGROUND SURFACE AT ROBERT T. CLYDE PARK**

This work has been completed and, I believe that, Ms. Campisano submitted the necessary documentation to the County agency.

c. **FUTURE ROUNDS**

I recommend that the Governing Body consider applying for one of the following for the next round of funding in 2019:

- 1) Bench Seating at the bandshell at Luke Avenue Recreation Complex (re-application)
- 2) Reconstruction of Basketball Courts at Luke Avenue Recreation Complex.
- 3) Playground equipment at Robert T. Clyde Memorial Park
- 4) Playground equipment at Spruce Avenue Recreation Complex
- 5) Artificial Ice-Skating Surface at Robert T. Clyde
- 6) Rubber Mulch Surface at the Playground at Spruce Avenue Recreation Complex.

### **7. CAMDEN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, IMPROVEMENTS TO AND AT THE SENIOR CITIZENS BUILDING**

Mr. Simone continues to purchase the equipment and appliances for the kitchen. We intend to make additional improvements to the area behind the building. I would assume that the County department representatives will be contacting us, in the immediate future, to obtain a revised schedule as the fund were to be spent by the end of 2018.

**DECEMBER 17, 2018**

**8. CAMDEN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, YEAR 2018**

To the best of my knowledge, the County has not selected projects for the funding, which is expected to be limited to approximately seven larger scale projects. I believe that, if they haven't already announced the selected project, it will be made in the near future.

**9. POSSIBLE USE OF SPORTS FACILITIES BY ORGANIZATIONS AND GROUPS**

I expect to complete the specification for the leasing of the various sports facilities, in the immediate future, for review and authorization by the Governing Body to request proposals from organizations and groups. I would expect that proposals could be received in early 2019 for the upcoming sports seasons.

**10. AMENDMENTS TO THE ZONING CODE, REDEVELOPMENT PLAN FOR HADDON AVENUE AND THE ZONING MAP**

The committee, assigned by the Planning Board, has held a kick-off meeting and decided that, for the most part, the zoning will remain the same. The members intend to tour the area of the Central Business District to observe the existing uses and conditions and will, then, meet to discuss any recommendations for possible amendments to the current zoning district.

**11. TRAFFIC MATTERS ALONG N.J.S.H. ROUTE 73**

**a. PROBLEM STATEMENTS TO N.J.D.O.T. for the Left/U-Turn Movement at Franklin Avenue and DO NOT BLOCK INTERSECTION at Fairview Avenue**

I, still, must complete and submit the Problem Statements to the N.J.D.O.T, which I expect to do in the near future.

**b. REQUEST FOR A TRAFFIC SIGNAL AT D'ANGELO DRIVE**

I have not received any response from the N.J.D.O.T. representatives, regarding my request for a meeting to discuss the matter. Therefore, I recommend that the Governing Body consider requesting the State legislator's assistance in scheduling the meeting.

**12. TRAFFIC SIGNAL MAINTENANCE AND REPAIR PROGRAM FOR 2018**

I recommend that the Governing Body consider passing a resolution to approve Change Order No. 1-Final for the 2018 program as the contractor did not perform the services for Item No. 1, Inspection and Preventative Maintenance for all Traffic Signal Systems for \$4,462.50.

I recommend that the Governing Body consider passing a resolution to authorize the request for and opening of quotes for the 2019 program.

**13. 2018 STREET IMPROVEMENTS PROGRAM**

We continue to perform the fieldwork and design work for the gutter reconstruction project within the Pinecrest section of the Township. Once we complete the design, we will determine if the Pinecrest project can be performed by the Public Works Department, in whole or parts and/or what must be bid for contracted work.

I have requested that the Governing Body consider passing a resolution, authorizing the advertisement and opening of bids, or quotes dependent upon the anticipated costs for the supply and delivery of roadway construction materials.

**DECEMBER 17, 2018**

**14. CAPITAL IMPROVEMENTS PROGRAM FOR 2019 AND FUTURE YEARS**

As discussed with Mayor Magazzu, I will revise and submit request for improvements for 2019 for just those items and improvements, which are of the highest priority for 2019.

**15. TOWNSHIP OWNED BATE AVENUE SITE (FORMER MUNICIPAL BUILDING AND ADMINISTRATIVE BUILDING)**

I continue to recommend that the demolition of the existing building be performed, in the immediate future. I have, also, recommended that consideration be given to the rezoning of the block and the redevelopment plan be amended to allow for the desired residential development of the Township owned lands and, possibly, the adjacent privately-owned lands. Over the years, I prepared sketches for possible lot layouts for various types of residential development for consideration by the Township.

**16. TOWNSHIP OWNED PROPERTY AT 191 MCCLELLAN AVENUE; BLOCK 521, LOT 9**

We continue to strongly recommend that the building be demolished in the immediate future.

**17. WATER DISTRIBUTION SYSTEM- BERLIN BOROUGH WATER DEPARTMENT**

I would assume that the Borough is, currently, preparing their budget for 2019. I recommend that correspondence be sent or a meeting be scheduled with the Borough to discuss the replacement of undersized mains and the looping and interconnection of dead-end mains within the Township for inclusion in their 2019 budget.

**18. STORM DRAINAGE IMPROVEMENTS**

**a. Lester Avenue Drainage and Stormwater Management**

**1) Phase 1- Construction of Storm Inlets, Piping and Temporary Stormwater Management Facility**

I am hopeful that bids will be received in the immediate future. It will be necessary for the Governing Body to allocate the necessary funds, which are estimated to be \$245,000, for construction to be performed in 2019.

**2) Phase 2- Extension of Storm Drainage to the Existing Stormwater Management Facility at the Luke Avenue Recreation Complex**

All engineering work must, still, be performed so that the request can be made to Public Service Electric and Gas to grant an easement for and allow for the construction of the storm pipe across their property.

**b. Flooding of the Intersection of Haddon Avenue and Lucas Avenue**

I believe that the County will be authorizing the performance of a study to identify the drainage issues and possible improvements. Based upon the recommendations noted in the study, it is my understanding that applications will be submitted for funding for the improvements.

**c. Kelley Drive Stormwater Basin Reconstruction**

It is my understanding that, in order for the work to be performed, the funds must be re-allocated for this project. I expect this work to be performed in 2019. It is my understanding that the funds were contributed by Walmart, several years ago.

**d. Mt. Vernon Avenue at the Elementary School**

**DECEMBER 17, 2018**

At this time, this project has not been scheduled for any engineering work. I have requested that the school administration provide a copy of the topography for the entire site, if it is available. We will be reviewing the topography for use for possible improvements for the Township system and for the system, which is being proposed by the school administration.

**e. Storm Drainage Issues within the Southwest Portion of the Township**

At this time, it appears that the improvements, which were made as part of the development of the Commons at Berlin Township, have reduced the frequency and extent of flooding in the nearby area. I, still, recommend that funding for improvements to the drainage system, within this area, be pursued by the appropriate agencies.

**19. TAX MAP REVISIONS AND ZONING MAP**

We continue to revise the Tax Maps and Zoning Map, as necessary. It will be necessary for the Governing Body to adopt the revised Zoning Map as the official map, after it has been revised to be consistent with the direction of the Planning Board and Governing Body.

**20. REQUEST TO THE PINELANDS COMMISSION FOR THE REDESIGNATION OF ZONES WITHIN THE PINELANDS AREA/ AMENDMENTS TO THE TOWNSHIP CODE DUE TO THE REVISIONS TO THE PINELANDS COMPREHENSIVE MANAGEMENT PLAN**

The Planning Board will be reviewing the matter and submit recommendations to the Governing Body, if determined to be appropriate. I have, also, asked for input from the Pinelands planning staff, regarding this mater.

**21. STUDY FOR THE DESIGNATION OF TRUCK ROUTES THROUGHOUT THE TOWNSHIP**

I must, still, complete the study and submit my recommendations to the Governing Body for consideration for adoption of the necessary ordinance.

**22. CONSIDERATION FOR SIDEWALK ALONG OAK AVENUE**

This matter was discussed several years ago. I have not performed any investigation and have not prepared any report for consideration for action by the Governing Body.

**23. REQUEST FOR ADDITIONAL STREET LIGHT AT THE INTERSECTION OF TAUNTON AVENUE AND PIEDMONT BOULEVARD**

No update to report.

**24. TRAFFIC CONCERNS RAISED BY THE RESIDENTS OF THE MONTEBELLO DEVELOPMENT**

Mayor Magazzu has informed me that several residents, within the Montebello development, have voiced their concerns with the volume and speed of the vehicles travelling along Montebello Drive and Gainesboro Drive. It is my understanding that the Police Department has investigated this matter and issued their findings.

I would note that all street, within the development, are still owned by the developer or the HOA, as the Township has not accepted the dedication of the streets. I believe that various options are being presented for possible consideration to address the resident's concerns.

**25. FORMER C&M MOTORS SITE, 182 HADDON AVENUE**

Last month, I had mentioned that the attorney and environmental consultant for the property owner met with Township representatives to discuss the environmental clean-up/remediation

## DECEMBER 17, 2018

at the site. The owner's representative requested that the Governing Body consider passing a resolution of support or the Township be a party to the application to the NJDEP for funding the investigation and remediation costs.

I have spoken with a representative of the NJDEP, regarding this matter. He informed me that he had spoken to a private party, regarding possible funding assistance for the environmental clean-up of the site and he informed them that the NJDEP could only offer a loan to the property owner. He strongly suggested that the Township not become a party to any application to the NJDEP or accept ownership of the property, in an attempt to apply for clean-up grants, through the NJDEP.

### **26. REQUEST FOR SEWER CONNECTIONS FOR LOTS WITHIN VOORHEES TOWNSHIP**

Over the recent years, there have been requests made to Berlin Township by property owners in the "Designated Area" in Voorhees Township to connect to the Berlin Township sanitary sewer collection system. There is a Municipal Sewer Service Agreement between the two municipalities, allocating a daily flow of 19,100 gallons for the properties within the "Designated Area" within Voorhees Township with the ability to allow as much as 75,000 gallons per day on a case-by-case basis. It is my understanding that the allocation for the 19,100 gallon per day has been exhausted and no further allocation has been granted by Berlin Township as the allocation is assessed against the overall allocation for Berlin Township. I believe that it is necessary to retain any remaining allocated for future development within Berlin Township.

A recent request for consideration for a hardship condition was made by the owner of 2001 Lafayette Avenue in Voorhees Township, where the Berlin Township sewer main is located along the frontage of their property. I believe that there is adequate capacity, within the collection system to handle the flow from this dwelling but I cannot recommend that the allocation be used for any properties, which are outside of Berlin Township. I have recommended that the owner consider the possibility of utilizing an on-site septic system in lieu of the existing cesspool.

## **D. PUBLIC WORKS DEPARTMENT**

### **1. CONTRACT WITH PUBLIC WORKS EMPLOYEE ASSOCIATION**

The current contract expires at the end of 2018. Township representatives and Association representatives are, currently, negotiating the future contract. We are hopeful that the matter can be resolved, prior to the Council Meeting on December 17, 2018, so that the Governing Body can take the necessary action at the meeting.

### **2. OPERATIONS AND STAFFING**

The staff continues to collect leaves, which will end on December 21, 2018. Residents have been directed to place the leaves behind the curb and not into the street. The staff continues to prepare the snow removal and salting equipment and trucks for use for the winter season, which has already arrived. Temporary employees are being used to assist the leaf collection crews and we expect to do the same for snow removal. Mr. Simone and the staff will be constructing the pole barn building to house and protect the various waste containers (used for resident drop off) and Public Works vehicles and equipment from the weather conditions. We are hopeful that we can incorporate a truck washing station, which complies with the State standards, in one of the proposed buildings, in the near future, in order to extend the usable life of the trucks and

## DECEMBER 17, 2018

equipment.

### 3. **DISPOSAL OF SOLID WASTE AND RECYCLABLES, ELECTRONICS AND BULKY WASTE**

#### a. **Solid Waste**

The current contract with Covanta expires at the end of 2018. On behalf of the participating municipalities, of which Berlin Township is one, the County is receiving bids for 2019 and 2020 with the options to extend in 2021 and 2022 I would expect that the County will be contacting the municipalities with the bid results, in the immediate future. I would expect, as it has been in the past, that the Township will have to enter into a contract with the low bidder.

#### b. **Recyclables**

Republic Services, the owner and operator of the recycling facility, has informed the municipal representatives that the quality of the recyclable materials being delivered to their facility must be improved, immediately, or they will be charging for the disposal or reject loads, which are determined to be contaminated (wet, dirty, or non-recyclable items).

The 2019 calendar and the website include additional information on what is necessary for the residents to clean-up the recyclable materials being placed in the recyclable carts. Additional educational materials will be provided to the residents throughout the year of 2019 in an effort to continue to improve the quality of the recyclable materials. I believe that it will, also, be necessary to perform inspections of the contents of the recyclables carts, placed curbside and before they are collected by the automated collection trucks, to ensure compliance or reject collection, when necessary.

#### c. **Electronics**

The electronics recycling facility has recently informed us that the processing/disposal cost has increased for the Township. We will be investigating the possible use of other electronics processing facilities and the respective transportation costs to ensure the most cost-effective process for the Township.

#### d. **Bulky Waste**

We continue to provide information to the residents, regarding the scheduling of the collections on the last Monday of the month and the ability for residents to drop-off items, during the work day and on the second Saturday of the month, at the Public Works Complex. We have also been stressing to the residents that waste, generated from house clean-outs, demolition and construction projects are not accepted by the Township.

### 4. **UPDATE OF THE WEBSITE AND CALENDAR FOR 2019**

We will continue to update the website to address public works matters. We expect the calendars for 2019 to be delivered to residents the week of December 17, 2018.

### 5. **REQUEST FOR CAPITAL IMPROVEMENTS AND PURCHASES**

As previously mentioned, I will be submitting a revised list to the Governing Body for those items, which are necessary for 2019.

### 6. **REPLACEMENT OF BANNERS**

**DECEMBER 17, 2018**

We will obtain prices for the replacement of damaged banners and submit the prices to the Governing Body for consideration for the authorization of the work.

**7. IMPROVEMENTS TO THE UNFINISHED ROOMS AT THE MUNICIPAL BUILDING**

It will be necessary for new quotes to be received for the various aspects of work since the previous quotes have expired. We anticipate the remaining work being performed in 2019.

**POLICE DEPARTMENT**

**Department Stats for November , 2018**

Total of 3,138 calls for service to include 155 motor vehicle summons, 24 M.V Accidents, 68 Alarm calls. A total of 36 arrests which include 4 narcotics, 9 shoplifting, 1 Juvenile arrest, 1 DWI's, and 11 warrant services.

There are two resolutions on the agenda this evening that I wanted to address. First is the appointment of Officer Casterioto from the SLEO II position to a full time position starting January 1<sup>st</sup> . The second would be the appointment of Anthony Siderio to the position of Police officer to take effect January 14<sup>th</sup>.

**Police Department:**

As I spoke about last meeting the department participated in “No Shave November” to help bring awareness to cancer and men’s health issues. The department will donate \$500.00 to the Desmond Tumor Research Foundation.

I along with Lt. McVeigh and School Security Officer Sawyer attended a Montebello Veterans event. Council President Morris and Councilman McIntosh also attended. The group recognized a number of vets that live in the Montebello development. It was a very nice event.

Respectfully,

Chief Leonard Check

**SECOND READING ORDINANCE 2018-9 AN ORDINANCE FIXING AND DETERMINING SALARY RANGES FOR THE OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF BERLIN, COUNTY OF CAMDEN, NEW JERSEY.**

**DECEMBER 17, 2018**

**BE IT ORDAINED** by the Mayor and Council of the Township of Berlin, Camden County, New Jersey as follows:

SECTION 1: That the following named officers and employees of the Township of Berlin, Camden County, New Jersey shall be paid within the following salary ranges for the calendar year 2019 as follows:

ANNUAL  
SALARY RANGE

..... (Except as Noted).....

<u>POSITION</u>	<u>FROM</u>	<u>TO</u>
Mayor	\$ 0.00	\$ 53,040.00
President of Council	0.00	10,000.00
Councilpersons	0.00	8,000.00
Township Clerk	0.00	75,000.00
Coordinator on Aging/Disabled	0.00	600.00
Chief Financial Officer	0.00	75,000.00
Tax Collector	0.00	75,000.00
Sewer Clerk	0.00	5,000.00
Tax Assessor	0.00	30,000.00
Director of Public Works/ Township Engineer (With C-2 Wastewater License)	0.00	170,000.00
Building Custodian/ Property Maintenance Inspector/ Zoning Officer/ Board of Health Inspector	0.00 per hour	24.00 per hour
Const. Code Official/Building Inspector	0.00	31,000.00
Emergency Management Coordinator	0.00	3,000.00
Prosecutor	0.00	15,000.00
Deputy Public Works Director (With NJCPWM Certification)	0.00	72,000.00
Recreation Coordinator (Not to exceed 10 hrs. per week)	0.00 per hour	16.00 per hour
Recreation Coordinator	0.00	5,200.00
Librarian	0.00 per hour	16.00 per hour
Municipal Judge	0.00	23,000.00
Municipal Court Administrator	0.00	75,000.00
Animal Control Officer	0.00 per month	600.00 per month
Assistant Township Clerk (With Registrar Certification)	0.00	40,000.00
Finance Clerk Part Time	0.00 per hour	16.00 per hour
Tax/Sewer Clerk	0.00	40,000.00
Engineering Technician	0.00	60,000.00

**DECEMBER 17, 2018**

Public Works/Engineering Clerk	0.00	40,000.00
Administrative Secretary to Land Use (With Registrar Certification)	0.00	60,000.00
Fire Sub Code Official	0.00	7,500.00
Plumbing Inspector	0.00	6,000.00
Electrical Sub Code Official/ Electrical Inspector	0.00	12,000.00
Property Maintenance Inspector – Part Time (Not to exceed 8 hrs. per week)	0.00 per hour	17.00 per hour
Police Department – Clerk Typist	0.00	40,000.00
Crossing Guards	0.00 per hour	16.00 per hour
Temporary Clerk Typist	0.00 per hour	16.00 per hour
Emergency Event Temporary Laborer	0.00 per hour	24.00 per hour
Emergency Event Temporary Mechanic	0.00 per hour	28.00 per hour
Bus Driver	0.00 per hour	20.00 per hour
Clerk Typist/Part Time - to Include Library Clerk	0.00 per hour	16.00 per hour
Deputy Court Administrator	0.00	40,000.00
Court Recording Operator	0.00 per court	87.00 per court
Temporary Court Assistant	0.00 per court	125.00 per court
Student Clerk Typist	0.00	Minimum Wage
Chief of Police	0.00	140,000.00
Lieutenants of Police	0.00	115,000.00
Sergeants of Police	0.00	110,000.00
Patrolmen:		
Date of Hire (without certification)	0.00	36,000.00
Date of Hire (with certification or Completion of the academy)	0.00	50,000.00
Beginning of 2 <sup>nd</sup> year	0.00	52,000.00
Beginning of 3 <sup>rd</sup> year	0.00	60,000.00
Beginning of 4 <sup>th</sup> year	0.00	65,000.00
Beginning of 5 <sup>th</sup> year	0.00	70,000.00
Beginning of 6 <sup>th</sup> year	0.00	80,000.00
Beginning of 7 <sup>th</sup> year	0.00	85,000.00
Beginning of 8 <sup>th</sup> year	0.00	100,000.00
Part-time Class II SLEO Officer	0.00 per hour	15.00 per hour
Part-time School Security	0.00 per hour	25.00 per hour
Part-time Class II SLEO Officer:		
Traffic & Other Services	0.00 per hour	75.00 per hour
Traffic & Other – Twp. Projects	0.00 per hour	45.00 per hour
Employees of Public Works Department	0.00 per hour	40.00 per hour
Temporary Public Works Employees	0.00 per hour	16.00 per hour



DECEMBER 17, 2018

**RESOLUTION 2018-215 RESOLUTION AUTHORIZING THE MAYOR TO SIGN AN AGREEMENT WITH RICOH, USA INC. FOR LEASING A DIGITAL COPIER MACHINE FOR THE TAX COLLECTOR’S OFFICE IN ACCORDANCE WITH STATE CONTRACT.**

**WHEREAS**, The State of New Jersey, Division of Purchasing, has awarded a contract to Ricoh, USA, Inc. for leasing of a digital copier machine; and

**WHEREAS**, the Township of Berlin wishes to lease a digital copier machine for the Tax Collector’s Office in accordance with the State Contract 40467 awarded to Ricoh, USA, Inc. for a price of \$66.00 per month for 48 months as permitted by N.J.S.A. 40A:11-15; and

**WHEREAS**. In accordance with N.J.S.A. 40A:11-15 the lease agreement contains a clause making it subject to the availability and appropriation made annually of sufficient funds charged to account 01-20-145-2023 for each year as required, upon budget adoption, to meet the extended obligations as well as an annual cancellation clause; and

**BE IT RESOLVED**, by the Mayor and Council of the Township of Berlin that the Mayor be and is hereby authorized to sign the lease agreement with Ricoh, USA, Inc. in accordance with State Contract 40467 for \$66.00 per month for 48 months.

Motion by Councilman McIntosh, second by Councilwoman Bodanza to adopt Resolution 2018-215. Resolution adopted by call of the roll, four members present voting in the affirmative

**RESOLUTION 2018-216 CHANGE ORDER NUMBER 1 –FINAL TO TECHNAPRO ELECTRIC TRAFFIC SIGNAL MAINTENANCE AND REPAIR CONTRACT.**

**WHEREAS**, Techna-Pro has not performed the inspection and maintenance of all traffic Signal Systems as per the contract; and

**WHEREAS**, Change Order Number 1 and final was developed to authorize a change in the contract deleting item #1 from the contract, as those services were not performed by Techna-Pro;

A. DECREASES

- 1. Inspection and Preventative Maintenance for all Traffic Signal Systems

Lump Sum @ \$4,462.50 = \$4,462.50  
Decreases \$4,462.50

Original Contract Amount \$4,462.50 plus Repair & Replacement Services

Less Decrease per this Change Order No. 1-Final \$4,462.50  
Adjusted Contract Amount per this Change Order No. 1-Final \$ 0.00 plus Repair & Replacement Services

**DECEMBER 17, 2018**

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Berlin Mayor and Council that Change Order Number 1 and final is hereby authorized and approve the deletion of item #1 in the Techna-Pro Contract in the amount of \$4,462.50.

Motion by Councilman McIntosh, second by Councilwoman Bodanza to adopt Resolution 2018-216. Resolution adopted by call of the roll, four members present voting in the affirmative.

**RESOLUTION 2018-217 THE APPOINTMENT OF ANTHONY CASTERIOTO AS PATROLMAN FOR THE TOWNSHIP OF BERLIN POLICE DEPARTMENT**

**WHEREAS**, a recommendation has been made to the Mayor and Council of the Township of Berlin to appoint Anthony Casterioto as Patrolman in the Township Police Department; and

**WHEREAS**, the Mayor and Council of the Township of Berlin have reviewed the recommendation and found same to be acceptable.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Township Council of the Township of Berlin that it hereby authorizes and approves the appointment of Anthony Casterioto, Patrolman in the Township Police Department effective January 1, 2019.

Motion by Councilman McIntosh, second by Councilwoman Bodanza to adopt Resolution 2018-217. Resolution adopted by call of the roll, four members present voting in the affirmative

**RESOLUTION 2018-218 THE APPOINTMENT OF ANTHONY SIDERIO AS PATROLMAN FOR THE TOWNSHIP OF BERLIN POLICE DEPARTMENT.**

**WHEREAS**, a recommendation has been made to the Mayor and Council of the Township of Berlin to appoint Anthony Siderio as Patrolman in the Township Police Department; and

**WHEREAS**, the Mayor and Council of the Township of Berlin have reviewed the recommendation and found same to be acceptable.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Township Council of the Township of Berlin that it hereby authorizes and approves the appointment of Anthony Siderio, Patrolman in the Township Police Department effective January 14, 2019.

Motion by Councilman McIntosh, second by Councilwoman Bodanza to adopt Resolution 2018-218. Resolution adopted by call of the roll, four members present voting in the affirmative

DECEMBER 17, 2018

**RESOLUTION 2018-219 PAYMENT OF BILLS**

WHEREAS, the Code of the Township of Berlin, Chapter 7-1 et seq., provides for the payment of claims after certification by the Treasurer and consideration by Mayor and Council.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin, that the following claims detailed below and attached are hereby approved and the bills to be paid.

**CONFIRMING:**

<b>TO</b>	<b>ACCOUNT</b>	<b>AMOUNT</b>
TD Bank NA – Bond Series 2016A (11/15/2018)	8-01-45-920-2105	\$110,000.00
	8-01-45-930-2105	\$28,637.50
	8-07-55-520-2105	\$50,000.00
	8-07-55-522-2105	\$8,612.50
Ameriflex (November 2018)	T-18-56-850-030208	\$108.50
Flex Claims Week of 11/16-11/22/18		
Ameriflex (November 2018)	T-18-56-850-030208	\$22.73
Flex Claims Week of 11/23-11/29/18		
DiMeglio Construction Co., Inc.	G-02-40-768-0986	\$14,337.60
State Treasurer DLGS (Dana O’Hara)	8-01-20-145-2044	\$50.00
Treasurer, State of NJ (Joyce Tinnes)	8-01-20-130-2044	\$50.00
Ameriflex (Nov/December 2018)	T-18-56-850-030208	\$15.77
Flex Claims Week of 11/30-12/06/18		
Dana O’Hara (Tree Lighting)	8-01-30-420-2105	\$300.00
Joyce Tinnes (Tree Lighting)	8-01-30-420-2105	\$119.94
Keller’s Auto Repair	8-07-66-206-0261	\$801.25
Collette Bogie (Tree Lighting)	8-01-30-420-2105	\$400.00
Collette Bogie (Tree Lighting)	8-01-30-420-2105	\$25.00
Payroll, Current Fund	11/06/2018	\$138,871.65
Payroll, Sewer Operating Fund	11/06/2018	\$8,530.56
Payroll, Open Space	11/06/2018	\$4,993.66
Payroll, Animal Control	11/06/2018	\$279.43

Motion by Councilman McIntosh, second by Councilwoman Bodanza to adopt Resolution 2018-219. Resolution adopted by call of the roll, four members present voting in the affirmative

**RESOLUTION 2018- 220 RESOLUTION ESTABLISHING SALARY AND WAGES FOR 2019 FOR OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF BERLIN, COUNTY OF CAMDEN, NEW JERSEY**

WHEREAS, N.J.S.A. 40A:5-19 permits the governing body of each municipality to establish an ordinance setting forth salary ranges for municipal officers and employees; and

WHEREAS, the Mayor and Council of the Township of Berlin has adopted such an ordinance for the calendar year 2019; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin,

**DECEMBER 17, 2018**

<b>POSITION</b>	<b>AMOUNT PER YEAR (Except as Noted)</b>
Mayor	\$ 53,040.00
President of Council	\$ 9,724.00
Councilperson	\$ 7,304.00
Township Clerk	\$ 68,179.00
Coordinator on Aging/Disabled	\$ 586.00
Chief Financial Officer	\$ 68,000.00
Chief Financial Officer w/QPA Certification	\$ 70,000.00
Finance Clerk	\$14.28 per hour
Tax Collector	\$ 52,284.00
Tax/Sewer Clerk	\$ 30,786.00
Tax Assessor	\$ 21,648.00
Director of Public Works/Township Engineer w/C-2 Wasteware License	\$ 158,497.00
Building Custodian/Property Maintenance/Zoning Officer/Board of Health Inspector	\$24.39 per hour
Construction Code Official/Building Inspector	\$ 30,789.00
Emergency Management Coordinator	\$ 2,209.00
Prosecutor	\$ 14,472.00
Deputy Public Works Director	\$ 70,969.00
Librarian	\$14.08 per hour
Municipal Judge	\$ 23,326.00
Municipal Court Administrator	\$ 62,997.00
Animal Control Officer	\$ 6,884.00
Assistant Township Clerk (w/Registrar Certification)	\$ 33,092.00
Engineering Technician/Public Works/Engineering Clerk Typist	\$ 52,020.00
Public Works/Engineering Clerk	\$ 30,600.00
Administrative Secretary to Land Use/Public Works/Engineering Clerk Typist w/Registrar Certification	\$ 52,354.00
Fire Sub-Code Official	\$ 11,690.00
Property Maintenance Inspector - PT (not to exceed 8 hours per week)	\$ 7,204.00

**DECEMBER 17, 2018**

Police Department - Clerk Typist	\$ 34,141.00
Crossing Guards	\$13.23 per hour
Bus Driver	\$19.18 per hour
Clerk Typist - PT to Include Library Clerk	\$11.92 per hour
Deputy Court Administrator	\$ 37,622.00
Court Recorder Operator	\$87.00 per Court Day
Student Clerk Typist	Minimum Wage
Chief of Police	\$ 127,030.00
Lieutenants of Police	\$ 102,261.00
Sergeants of Police	\$ 96,928.00
Date of Hire without Certification	\$ 33,763.00
Date of Hire with Certification or Police Academy Graduation	\$ 46,337.00
Beginning of Second Year	\$ 49,715.00
Beginning of Third Year	\$ 53,767.00
Beginning of Fourth Year	\$ 60,516.00
Beginning of Fifth Year	\$ 67,261.00
Beginning of Sixth Year	\$ 74,009.00
Beginning of Seventh Year	\$ 80,756.00
Beginning of Eighth Year	\$ 91,720.00
PT Class II SLEO Officer	\$14.79 per hour
PT Class II SLEO Officer (School Security)	\$25.00 per hour
Traffic & Other Services	\$65.00 per hour
Traffic & Other Services (Township Projects)	\$45.00 per hour
Employees of Public Works Department	\$18.28 - \$28.46 per hour
Employees of Public Works Department (Temporary)	\$13.77 per hour
Sewer Department Standby	\$200 per month
PT Recreation Coordinator	5,200.00

Motion by Councilman McIntosh, second by Councilwoman Bodanza to adopt Resolution 2018-220.  
Resolution adopted by call of the roll, four members present voting in the affirmative

DECEMBER 17, 2018

**RESOLUTION 2018-221 AUTHORIZING TRANSFERS BETWEEN CY2018 BUDGET APPROPRIATIONS**

**WHEREAS**, transfers are permitted between budget appropriations during the last two months of the fiscal year;

**BE IT RESOLVED** by the Mayor and Council of the Township of Berlin, County of Camden, New Jersey, that transfers between CY2018 Budget Appropriations be made as follows:

<b>Account</b>	<b>Description</b>	<b>Transfer In</b>	<b>Transfer Out</b>
20-145-2022	Revenue Admin-Postage		\$3,300.00
20-120-2022	Township Clerk-Postage	\$3,300.00	
31-435-2071	Electricity & Natural Gas		\$500.00
31-445-2072	Water	\$500.00	
<b>Total for Current Fund</b>		<b>\$3,800.00</b>	<b>\$3,800.00</b>

Motion by Councilman McIntosh, second by Councilwoman Bodanza to adopt Resolution 2018-221. Resolution adopted by call of the roll, four members present voting in the affirmative

**RESOLUTION 2018- 222 RESOLUTION APPROVING THE CONTRACT AND AUTHORIZING THE MAYOR TO SIGN THE CONTRACT BETWEEN THE TOWNSHIP OF BERLIN AND THE BERLIN TOWNSHIP POLICE ASSOCIATION.**

**WHEREAS**, there exists a need for a contractual understanding of employment services to be rendered to the Township of Berlin by the Berlin Township Police Association; and

**DECEMBER 17, 2018**

**WHEREAS**, negotiations for such a contractual understanding were undertaken and completed between representatives from the Township of Berlin and the Berlin Township Police Association; and

**WHEREAS**, the terms and conditions of said contractual understanding are incorporated into a written document identified as the Contract between the Township of Berlin and the Berlin Township Police Association as herein above described, be approved subject to review by the Solicitor.

**BE IT FURTHER RESOLVED**, that the appropriate Township Officials be authorized to sign and execute said contract for the period of January 1, 2019 to December 31, 2022.

Motion by Councilman McIntosh, second by Councilwoman Bodanza to adopt Resolution 2018-222. Resolution adopted by call of the roll, four members present voting in the affirmative

**RESOLUTION 2018-223 RESOLUTION AUTHORIZING THE ENGINEER TO REQUEST QUOTES FOR THE TRAFFIC SIGNAL MAINTENANCE AND REPAIR PROGRAM FOR YEAR 2019.**

**BE IT RESOLVED**, by the Mayor and Council of the Township of Berlin that the Township Engineer, Charles J. Riebel, Jr., is hereby authorized to request quotes for the traffic signal maintenance and repair program for year 2019.

Motion by Councilman McIntosh, second by Councilwoman Bodanza to adopt Resolution 2018-223. Resolution adopted by call of the roll, four members present voting in the affirmative

**Renewal Animal Permit**

1) **Gina Odegaard**, 265 Fairview Avenue, West Berlin NJ 08091.  
Permit for 4 Chickens.

2) **Linda Townsend**, 165 Collings Avenue, West Berlin NJ 08091. Permit for  
13 Chickens.

3) **Franks Carns**, 229 Second Avenue, West Berlin NJ 08091.  
5 Chickens.

**DECEMBER 17, 2018**

**4) Joseph Fabrico** 149 McClellan Avenue, West Berlin NJ 08091. Permit for 2 Ponies.

**5) Cheryl L. Green,** 9 Fern Circle, West Berlin NJ 08091. Permit for 6 Chickens.

**6) George Turner,** 314 Stratford Avenue, West Berlin NJ 08091. Permit for 4 Chickens.

Motion by Council President Morris second by Councilwoman Bodanza to approve the renewal of Animal permits for above. Permits approved by call of the roll, four members present voting in the affirmative.

**New Animal Permit**

**1) Larry Williams,178 Clifton Avenue, West Berlin NJ 08091, Permit for 6 chickens and 2 goats.**

Mr. Williams remarked that he resides at 178 Clifton Avenue and he is requesting an animal permit for 6 Chickens and 2 Goats. Mr. William commented that these animals will be treated as pets.

Resident at 168 Clifton remarked that she is not in favor of the goats. This is a residential neighborhood and doesn't want the smell or noise from them.

Resident at 126 Franklin asked if they are approved tonight will they be able to add more animals to the permit. The Governing Body responded no, they can't add any other animal or more chickens or goats.

Resident at 126 Franklin asked if they have issues will the license be renewed the next year. The Governing Body remarked if at any time you have an issues , please contact Josh Shellenbreger. Mr. Williams commented that he appreciates everyone who has concerns and welcomes them over for a visit with the animals and you will see that a goat is no different than a dog.

Motion by Council President Morris second by Councilwoman Bodanza to approve the Animal permit for **Chickens only**. Permit approved for 6 chickens by call of the roll, three members present voting in the affirmative. Councilman McIntosh abstained.

**Mercantile License Approval**

**1) Michelle Peterson T/A OMG Marketing,** 420 Commerce Lane, West Berlin Suite 9. Office Warehouse, Selling on Amazon.

**DECEMBER 17, 2018**

**2) Jeff Storch T/A JPS Products Inc., 575 Route 73 North West Berlin.** Design Print and Mailing Services, Website Designs.

Motion by Council President Morris second by Councilwoman Bodanza to approve the Mercantile Licenses stated above. Mercantile License approved by call of the roll, four members present voting in the affirmative.

**3) Patricia Marchese T/A Game Changer Wrestling LLC, 420 Kelly Drive West Berlin.** Wrestling events.

Motion by Council President Morris second by Councilman to deny the Mercantile Licenses stated above. Mercantile License denied by call of the roll, four members present voting in the affirmative.

**Correspondence for November**

Motion by Council President, second by Councilwoman to approve the Correspondence Calendar for November 2018. Motion carried by voice vote, four members present voting in the affirmative.

**Approval of Minutes for November 26, 2018**

Motion by Councilwoman Bodanza, second by Councilman McIntosh to approve the Meeting Minutes for November 26, 2018. Motion carried by voice vote, three members present voting in the affirmative. Council President Morris abstained.

**Consent Agenda**

Motion by Councilwoman Bodanza, second by Council President Morris to approve the Consent Agenda for November 2018. Motion carried by voice vote, four members present voting in the affirmative.

**All Other Business**

**1) The Reorganization Meeting will be held on Monday January 7<sup>th</sup> 2019 at noon.**

**Public Portion**

Motion by Council President Morris, second by Councilwoman Bodanza to open the meeting to the public. Motion carried by voice vote, all present voting in favor. Mayor Magazzu opened the meeting to the public for questions or comments.

Mr. Desmond Butler, 1 Seville Court, Montebello asked who will be the one who will inspect the Montebello wall and foundation. The township or the developer because we have some concerns. Chuck Riebel, Township Engineer relied that he will be doing the inspection of the wall.

**DECEMBER 17, 2018**

Mr. Williams 178 Clifton asked what the appeal process is for the animal permits. Mr. Williams had applied for 6 chickens and 2 goats. He was approved for the chickens but was denied for the goats.

Township Solicitors, Stuart Platt replied that the Governing Body could not give any legal advice and the decision was made from the public who came out today and voiced their opinions and concerns.

No more comments were to be heard

Motion by Council President Morris, second by Councilwoman Bodanza to close the meeting to the public. Motion carried by voice vote, all present voting in favor. Mayor Magazzu closed the meeting to the public for questions or comments.

**Adjourn**

Motion by Council President Morris, second by, Councilwoman Bodanza to adjourn the meeting at 6:55 pm. Motion carried by voice vote, all members voting in the affirmative.

Meeting adjourned 6:55 pm

---

Catherine Underwood  
Berlin Township RMC